

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540.428.8712

Fax: 540.347.5753

NOTICE OF CONTRACT AWARD

DATE: September 30, 2005

COMMODITY NAME: Library Subscriptions

CONTRACT NUMBER: #15-06rec

CONTRACT PERIOD: October 1, 2005 to September 30, 2006

RENEWAL OPTIONS: four (4) one-year periods

CONTRACTOR(s): W.T. Cox Subscriptions
201 Village Road
Shallotte, NC 28470
Attn: Debra Knox
800-571-9554 Office
877-755-6274 Fax

TERMS: Net 45 days

DELIVERY: As Needed

FOR FURTHER INFORMATION CONTACT: Roxanne Ehardt, VCO Buyer
Phone: 540.428.8712

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL
USING DEPARTMENTS: This contract is the result of a competitive bid
program and its use must follow the FCG&PS Procurement Policy/Procedures
for the purchase of the commodity listed herein. Please see the reverse side of
this notice for further instructions regarding this contract.

By: _____
Roxanne Ehardt VCO, Buyer
Buyer, FCG&PS Procurement

INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Pricing: Call Tammy Vetter at the Teacher Resource Center 540-428-1120 Ext 1013 for Prices.
6. Renewals: As stated on the face of this notice, four (4) one –year renewals remain on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty (6) days in advance of the expiration date of the current term.
7. Price Adjustments: Changes to the firm, fixed prices as stated herein will be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
8. Use of Contract by Other Political Jurisdictions: This clause is contained in IFB 15-06re, which became this contract. This contract may therefore be extended to Northern Virginia, Metropolitan Washington Council of Governments jurisdictions and other jurisdictions and the Political Subdivisions of the Commonwealth of Virginia with the Authorization of the Contractor. FCG&PS acts only as the “Contracting Agent” for these jurisdictions and political subdivisions.

